

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
September 10, 2008**

The Highland Redevelopment Commission ("Commission", "RC") met in Study Session on Wednesday, September 10, 2008 at 6:33 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. The Study Session was called to order by President Adam Gawlikowski. The minutes were prepared by Cecile Petro, Redevelopment Director.

ROLL CALL: Present on silent roll call included Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Adam Gawlikowski, and Commissioner from the School Town Lawrence Vassar. Commissioner Johnson was absent with notice. Also in attendance were Attorney Carol Green-Fraley, Town Councilman Bernie Zemen, and Economic Development Commissioner George VandeWerken.

General Substance of the Study Session

The Commission discussed the **agenda** for the public meeting. President Gawlikowski asked if the invoice to Hammond Redevelopment Commission for the loan repayment stated "due in thirty days". Ms. Petro stated that she would check into the matter. No comments were made on the minutes.

Mr. Vassar informed the Commission that he and Ms. Luanne Jurczak would alternate at the Redevelopment Commission meetings as **representatives of the School Town of Highland**. President Gawlikowski welcomed Mr. Vassar and asked that Mr. Vassar and Ms. Jurczak keep each other informed of the Commission's efforts.

Director Petro referred to the latest additions and changes to the **Design Standards**. She stated that Building Superintendent Ken Mika will perform a final review of the document before it will be distributed to the Redevelopment Commission and Plan Commission as a final draft. The Commission discussed approving a **Special Meeting on September 24, 2008 to finalize the Standards**.

The Commission reviewed the **Request for Qualifications (RFQ) for a Master Developer for the Redevelopment Area**. Suggested changes were made on the selection criteria and timetable. The Master Developer-Select Committee composition was discussed. The Commission suggested the following: Town Council members (2), Economic Development Commission members (1), Plan Commission members (2), Redevelopment Commission members (2), and staff members John Bach (Public Works Director) and Ken Mika (Building Superintendent).

ADJOURNMENT:

The Study Session was adjourned at 8:01 PM for the Public Meeting.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING
September 10, 2008**

The Highland Redevelopment Commission ("Commission", "RC") met in a Public Meeting on September 10, 2008 at 8:02 PM in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana. Redevelopment Commission President Adam Gawlikowski called the meeting to order.

ROLL CALL:

Present on roll call included Redevelopment Commissioners Adam Gawlikowski, Dominic Noce, Greg Kuzmar, Jim Kessler, and Lawrence Vassar. Absent with notice was Commissioner Brice Johnson. Also in attendance were Town Councilman Bernie Zemen, Attorney Carol Green-Fraley and Economic Development Commissioner George VandeWerken. Taking minutes for the meeting was Redevelopment Director Cecile Petro.

MINUTES OF PREVIOUS SESSIONS:

Commissioner Kessler made a motion to accept the minutes as prepared for the Public Meeting and Study Session of August 13, 2008 and August 27, 2008. Commissioner Noce seconded the motion. **Motion carried 4 ayes, 0 nays, and 1 absent.**

COMMUNICATIONS: None.

UNFINISHED BUSINESS AND GENERAL ORDERS: None

NEW BUSINESS:

Commissioner Noce made a motion to establish a Public Meeting on September 27, 2008 to consider the Supplement to the Highland Municipal Code, Section 214.180: RD-Redevelopment District (Architectural and Design Standards and Guidelines for the Redevelopment Area) if the document is prepared by that date. Commissioner Kessler seconded the motion. **Motion carried 4 ayes, 0 nays, and 1 absent.**

Commissioner Noce made a motion to notice and send out copies of the Request for Qualifications (RFQ) for a Master Developer for the Redevelopment Area once the additions and corrections that were made to the document are completed. Commissioner Kessler seconded the motion. **Motion passed 4 ayes, 0 nays, and 1 absent.**

ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Kessler made a motion to accept accounts payable claims as presented. Commissioner Kuzmar seconded the motion. **Motion passed 4 ayes, 0 nays, and 1 absent.**

BUSINESS FROM THE COMMISSIONERS: None

PUBLIC COMMENTS: None

NEXT MEETING:

The Redevelopment Commission will meet in a Public Meeting on September 24, 2008 with a Study Session before and following the Public Meeting.

ADJOURNMENT:

Commissioner Noce made a motion to adjourn. Commissioner Kessler seconded the motion. **By a unanimous voice vote the meeting was adjourned at 8:10 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION RECONVENED
September 10, 2008**

The Highland Redevelopment Commission ("Commission", "RC") reconvened at 8:03 PM in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana.

ROLL CALL: Present on silent roll call included Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Adam Gawlikowski and Lawrence Vassar. Absent with notice was Commissioner Brice Johnson. Also in attendance were Economic Development Commissioner George VandeWerken and Redevelopment Director Cecile Petro.

General Substance of the Study Session

The Director informed the Commission about the upcoming **Indiana Economic Development Association Fall Conference** on September 18 to September 19, 2008. She will be attending the conference and asked member of the Commission who would like to attend to contact her for information and registration procedures.

Economic Development Commissioner VandeWerken and the Director summarized the last meeting of the **Relocation of the Public Works Committee**. Mr. VandeWerken stated that Public Works Director John Bach provided information on the City Sales location and suggested that the Council obtain architectural and engineering services to assess the feasibility of that location, as well as other locations. The Commission suggested that the Director forward a message of support to the Town Council.

ADJOURNMENT:

The Study Session was adjourned at 8:55 PM